



City of Annapolis -Department of Neighborhood and Environmental Programs

160 Duke of Gloucester Street, Room 202

Annapolis, MD 21401

(410) 263-7946

(Baltimore) (410) 269-0545 Fax (410) 263-9158

PERMIT #: _____

ISSUE DATE: _____

APPLICATION FOR FENCE PERMIT

(This form must be printed and submitted on one sheet of 8 1/2 " x 14" paper)

PROPOSED FENCE LOCATION

Property Owner's Name _____ Day Telephone _____

Address _____

Applicant (Please Print) _____ Day Telephone _____

Contractor _____ Day Telephone _____

Contractor's Address _____

City of Annapolis Contractor License # _____ Expiration Date _____ Cost of Construction \$ _____

DIMENSIONS: Length _____ x Height _____ Type of Fence _____

Applicant Signature _____ Date _____

(Owner or authorized agent)

PLEASE SUBMIT THE FOLLOWING ALONG WITH THIS APPLICATION:

- 1) Three copies of scaled site plan showing proposed fence/gate location as well as setback information and length on all sides;
- 2) A picture or drawing of the type of fence proposed;
- 3) The attached neighbor notification form if height of fence exceeds 4' above ground.

GENERAL CONDITIONS

- A) No part of the fence shall encroach beyond the property line and gate, nor shall any fence encroach upon any landscape easement, landscape buffer, conservation easement or city right of way.
- B) Fence shall not be closer than 3' to any fire hydrant;
- C) Fence installation shall not impede flow of existing storm water running through your property.
- D) Fence installed over utility easement is not recommended and would be installed at owner's risk;
- E) All wood in contact with earth shall be treated wood. Barbed wire or similar material is prohibited;
- F) Any proposed fence exceeding 4' in height on the interior sides and rear yards and exceeding 3' in height on the corner sides and front yards, the applicant must notify abutting property owners including rentals and vacant properties. (See notification form attached). The notification form must be returned fully executed prior to issuance of any permits;
- G) If fence is to be located in Historic District you will be required to file for Historic Preservation Commission (HPC) approval prior to obtaining a fence permit. You may contact the HPC at (410) 263-7961.
- H) Fence permits are required for all new work, replacements, repairs and alterations to existing fencing & gates.

*****FOR OFFICE USE ONLY*****

APPLICATION FEE PAID: _____ PERMIT FEE: _____ FEE DUE: _____

SPECIAL CONDITIONS: _____

APPROVED: Inspections & Permits _____ Date _____

APPROVED: Historic Preservation Commission _____ Date _____

APPROVED: Department of Planning & Zoning _____ Date _____

FINAL APPROVAL _____ Date _____

DEPARTMENT OF NEIGHBORHOOD AND ENVIRONMENTAL PROGRAMS

FENCE PERMIT NOTIFICATION

The Annapolis City Code 17.34 requires that any property owner proposing to erect a fence or wall that exceeds 4' in height on the interior side or rear yards and exceeds 3' in height on the corner sides and front yard shall notify any neighbor that has property that abuts the location of this proposed fence or wall of his/her intentions and obtain their signatures attesting they are aware of the proposed fence and its height and have no objections.

THIS IS A NOTIFICATION ONLY TO THE ABUTTING PROPERTY OWNER--NOT A REQUEST FOR PERMISSION.

Please attach a copy of your site plan so that abutting property owners may be made aware of fence location.

Failure to respond indicates there are no objections to this proposal.

To: City of Annapolis, Department of Neighborhood and Environmental Programs

I/We, being the following abutting property owner(s), have no objections to the proposed fence (length times height, and fence type) _____, or wall to be installed at _____ by _____.

(address)

ATTEST:
NAME

ADDRESS

DATE